

State of Nevada Bureau of Water Quality Planning

Version Date: 10/16/2013

2005072 Data Files (Water Quality Monitoring)

Reviewed: 6/8/2005

Description: This record series documents the testing of surface water sites to monitor water quality in accordance with the Water Pollution Control Act (also known as the Clean Water Act 33 U.S.C. § § 1251 et seq., see especially 33 U.S.C. § 1256 (e)(1) which requires state monitoring programs), NRS 445A.520 and NAC 445A.124 to 445A.127. The files may contain: Surface Water Survey Sample List, field data (Surface Water Survey Field Sheets), water chemistry reports, water bacteriological reports, Chain of Custody form for Water Chemistry Analysis and similar documents.

Retention: Retain for a period of twenty (20) calendar years from the end of the calendar year to which they pertain.

Disposition: Permanent: Transfer to State Archives

2005015 Project Files

Reviewed: 4/13/2005

Description: This record series is used to document the grant awards for projects funded through the federal Environmental Protection Agency authorized by the Clean Water Act (33 U.S.C. § § 1251 et seq.) and particularly Section 319 (h) of the Act (33 U.S.C. § 1329 (h)). These projects are from state, local and federal government agencies, non-profit organizations, University Extension programs and a few private contractors. The files may contain: Section 1 General Correspondence, Section 2 Work Plan (project narrative, project reports, work plan revisions, photos, maps, plans, etc.), Section 3 Invoices (IFS printouts, invoices, contract invoice checklists, job order ledgers and related supportive documentation), Section 4 Match (budget summary with backup documentation) and Section 5 Contract (copy of contract, revisions and amendments).

Retention: Retain for a period of six (6) calendar years from the date of completion of the project (final narrative and financial reports).

Disposition: Permanent: Transfer to State Archives

2005075 Section 401 Water Quality Certification Files

Reviewed: 6/8/2005

Description: This record series documents the certification of permits from federal agencies (including the U.S. Army Corps of Engineers) for water quality standards review in accordance with section 401 of the Clean Water Act (33 U.S.C. § 1341) and 40 CFR Part 121. The files may contain: project description, copy of maps, review & certification letter (which relates to an existing state Water Pollution Control Permit) and similar documents.

Retention: Retain for a period of five (5) calendar years from the end of the calendar year to which they pertain.

Disposition: Destroy

2005020 Standard Setting and Evaluation Files

Reviewed: 4/13/2005

Description: This record series is used to review, analyze, establish and revise water quality standards in accordance with the Clean Water Act (33 U.S.C. § § 1251 et seq.), 40 CFR Part 131, NRS Chapter 445A and NAC 445A.118 to 445A.225. The files may contain: (a) analysis work papers (study materials, research materials, preliminary reports, etc.), Analysis/Action Report, and (b) drafts of proposed regulations, public notices, public workshop and hearing documentation, other Administrative Procedures Act documentation, and related correspondence.

Retention: Retain for a period of twenty (20) calendar years from the end of the calendar year in which the adopted regulation was amended or deleted, or from the date a proposed regulation was abandoned (never adopted).

Disposition: Permanent: Transfer to State Archives

2005021 TMDL (Total Maximum Daily Load) Files

Reviewed: 4/13/2005

Description: This record series is used to review, analyze and report on specified unique water bodies that have become affected by pollutants in accordance with the Clean Water Act (CWA, See 33 U.S.C. § § 1251 et seq.), 40 CFR Part 130, NRS Chapter 445A and NAC Chapter 445A. This data is used to create and report the CWA Section 303(d), CWA Section 305(b) and 40 CFR 130.7(B)(5) reports. The files include: evaluation reports, draft reports, analytical documentation and related correspondence.

Retention: Retain for a period of ten (10) calendar years from the end of the calendar year to which it pertains.

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Disposition: Destroy